

# ESO+ Utility Project Verification Checklist

## Project Review Checklist – all items must be completed

Date completed	
	A lighting audit showing potential wattage reductions and energy savings was performed. The Lighting Rebate Proposal and Drop-Down Wattage Reduction Tool were completed.
	The rebate items installed and operable in an existing, non-residential facility.
	A utility representative or utility contracted representative physically inspected the project before it began and after it was completed.
	The installed equipment meets equipment specifications and program requirements.
	Existing equipment was retrofitted or replaced as described in the Lighting Rebate Verification Report and Drop-Down Wattage Reduction Tool.
	All materials, including PCB ballasts, were disposed of in accordance with environmental laws and documented.
	A 30 percent or greater wattage reduction was achieved in lighting loads affected by the project.
	Incentive does not exceed 70 percent of total installed costs as supported by invoices or vendor certification.

## Items to submit to BPA

Date submitted	
	A signed and dated Lighting Rebate Verification Report.
	Drop-Down Wattage Reduction Tool printout (or agreed-to equivalent)
	Cut sheets for high-performance fluorescent lighting (if applicable).
	A purchase order or invoice for each project.

Notes:

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Utility Representative, Title